

CITY OF LONGMONT RECREATION SERVICES

2015 Fall Kickball Manual



Important Phone Numbers

Longmont Recreation Center 303-774-4800

Rain-out Line- 303-774-4400

REGISTRATIONS WILL ONLY BE ACCEPTED AT THE LONGMONT RECREATION CENTER

Monday, July 6 th	Packets available at the Longmont Recreation Center, St. Vrain Memorial Building and on-line
Monday, July 6 th	Registration begins for all teams on a space available basis.
Sunday, Aug 16 th	All team registration closes
Thursday, Aug 20 th	Pick up schedules Thursday, Aug 14, 6-7 pm at the Longmont Recreation Center. Staff Available to answer questions
Aug 25-October 16	League play – 8 Games
Team Fees	\$270. Two payment option \$140 due when registering, \$140 due the week of September 14 th (includes \$10 convenience fee)

Clarifications:

Extra innings 1st – runner on 2nd

2nd – runner on 3rd

3rd – runner on 2nd and 3rd

4th – bases loaded

Pitcher cannot touch the ball until it is dead (timeout)

Runner may leave when caught ball is first touched, not when it is secured

**CITY OF LONGMONT RECREATION SERVICES
2015 FALL KICKBALL LEAGUE**

GENERAL INFORMATION

The Adult Kickball Program is sponsored and supervised by the City of Longmont Recreation Services. The City of Longmont reserves the right to change any and all rules, regulations, and policies whenever due cause warrants a change. When a change is made, all managers of teams affected by such a change will be notified immediately. **All league rules will be enforced by the league supervisors, umpires, and scorekeepers. All league rules will be enforced by the program supervisor, field supervisors, umpires, and scorekeepers and interpreted by the Athletics Committee (Program Supervisor, Athletics Specialist and Field Supervisor(s)).**

All managers/coaches are responsible for the information contained in this manual, as well as, any other information that is mailed or distributed by the Athletics Office. Managers/Coaches are responsible for sharing all information in this manual with team participants.

The purpose of the league, sponsored by Recreation Services, is to combine the interest of both kickball teams in the community and to provide friendly competition and clean sportsmanship. Any questions concerning schedules, standings, game results, rosters, officials, rule interpretations, or other concerns not stated here but that have to do with the City of Longmont Kickball Program should be directed to the Athletics Office.

Recreation Services Responsibilities

- Provide a schedule of games (regular season and rain-outs).
- Provide game balls, line-up cards, and score sheets.
- Provide one official and a field supervisor.
- Provide all necessary personnel to handle maintenance and other duties as needed.
- Keep a record of all games played
- Handle all misconduct situations with the guidelines stated in the “ Code of Conduct”

Manager’s Responsibility

- Inform all team members of the information contained in this manual or any material provided by the Athletics Office.
- Inform all team members of game times, dates, and locations.
- Insure that all team members are recorded on official roster.
- Monitor roster, including changes and additions throughout the season.
- Inform Athletics Office of any questions, concerns, or comments.
- Be responsible for the actions of your team while participating.

- Notify the Athletics Office of any changes of team manager information.
- Be aware of all information posted at the ball fields to include rain-out schedules, league standings and/or tournament information.
- Follow all league rules as stated.
- See that the line-up is turned in to the scorekeeper ten minutes before game time with name and shirt number of each player.

TEAM ROSTERS:

- A. Before a player is eligible to participate in the league, he/she must officially be listed on the team roster. No refunds of player fees will be issued after the team has played their first league game.
- B. A complete team roster is required by all teams. Roster size is limited to sixteen (16) players. Teams wishing to include more than 16 players on a team roster must gain approval of Recreation Services prior to submitting the roster.
- C. Team roster additions, deletions and transfers are subject to approval of the Recreation Services staff. Teams wishing to add, drop or transfer players must use the official add/drop form provided by the Recreation Services office. A player being added because of a drop can only be completed for no fee for the first four weeks of the season (through Sep 15th). **ROSTERS ARE OPEN BEFORE Sep 15th (up to 16 players) AND FROZEN AFTER.** Teams with extraordinary issues who need to add players after Sep 15th must be approved by the Program Supervisor. All non-monetary add/drops will be addressed at the field. Players being added to a roster must sign the add form prior to submission to the Field Supervisor. After Sep 15th teams may only add players in order to avoid forfeits for a fee of \$5.
- D. **ONE TIME PLAYER ADDITION:** Teams wishing to add a player for only one game may do so only to avoid a forfeit or to reach a 8 player limit. The cost is \$5.00 and forms can be obtained from the field supervisor. Managers must present the signed form and fee to the field supervisor before the start of their game. Players added for this purpose may not be currently playing in the same league of the team they are requesting to play with, and may not be playing in any division higher than what they are requesting.
- E. **Players should always have a photo I.D available for identification at all games. Roster checks may be done by field supervisors without notice.** Any team found guilty of playing an illegal player will be charged with a forfeit if brought up by the opposing manager. The offending player will be ineligible until they are added to the team roster and will be suspended for one game. The offending coach will also be suspended for one game. An illegal player discovered by City staff will have the option of paying the \$5 player game add fee or forfeiting the game (with the previously stated penalties). A game may be finished if a player is missing their ID pending submission of their ID to the athletics office within 2 business days. Non submission of proof of ID will result in forfeit for the offending team with all previously stated penalties.

ELIGIBILITY RULES:

1. All players must be sixteen (16) years of age by August 25th, of the current year.
2. Before a player is eligible to participate in the league, he/she must officially be listed on the team roster.
3. Any player, coach or manager who is ejected from a game is automatically ineligible for that

team's next game. Any player, coach or manager who is ejected from two (2) games will be suspended from all league play.

4. Playing on two teams, within the same night of play will not be allowed.

REGISTRATION PROCEDURE

Registration is on a first come, first served basis and begins July 6th and will continue until August 16th or until filled - whichever comes first.

When registering, each team must submit a complete team roster listing **all** players, coaches, and/or manager. Rosters with registration will only **require** names (but can include all information). Rosters will be completed and signed the first night of games at the field (if needed). All checks for team fees should be made payable to the **City of Longmont**. Along with a completed roster with player first and last names, each team must complete the attached entry form and list league choices and a team name.

ENTRY FEES (there are no longer player fees except for teams with more than 16 players)

Team fees for the 2015 season will be \$270 per team. Teams may submit partial payment when initially registering (\$140) with the second payment (\$140) due by Sept 15th at 5 pm at the Recreation Center (1/2 way through the season). There is a \$10 premium figured into the fee for teams submitting partial payment to cover the additional administrative costs. Individual player fees are no longer needed unless a team has more than 16 players in which case each additional player over 16 will be \$13 per player. No team will be accepted into the league until the entry form, team roster and appropriate fees have been accepted by Recreation Services.

INCLEMENT WEATHER:

All games canceled due to inclement weather will be made up on the same league night at the end of the season if possible. However, make-up games may be scheduled on weekends, or different days if no other time is available. Managers will be notified within two weeks of the scheduled make-up game as to the make-up date and time of the rain-out. The decision regarding game status is as follows:

1. The Parks Manager on site has the responsibility to make the decision prior to 4 p.m.
2. Between 4 - 5 p.m., it is the responsibility of Recreation Services
3. After 5 p.m., it is the decision of the Field Supervisor.

Please do not call the Recreation Service Offices regarding rainouts

RAIN-OUT INFORMATION LINE: 303-774-4400

UNIFORMS/EQUIPMENT:

- A. All players must have similar jerseys with clearly visible number on the back. A t-shirt is an appropriate jersey as long as all players have the **similar** colored jersey.
- B. Footwear
- Shoes must be worn at all times (no bare feet).
 - Any plastic spike or molded sole will be acceptable. No metal is to show on the bottom of the shoe. No screw in cleats will be allowed
 - No metal, hard plastic or polyurethane spikes or shoes with detachable cleats are allowed
 - Tennis shoes of any type are legal.
 - Sandals, boots (cowboy, steel toe or work boots), crocs or similar footwear are not allowed.
- C. Baseball/softball gloves shall be illegal.
- D. **NO JEWELRY IS ALLOWED** with the exception of Medic Alert jewelry, which must be taped down. This includes, but is not limited to earrings, wedding rings or bands, other rings, mouth, facial and body piercings, necklaces, bracelets, Lance Armstrong (and similar) bracelets and metal barrettes. **TAPING OF JEWELRY TO THE BODY IS NOT PERMITTED.**

FACILITY RULES

1. Zero Tolerance Rule: Profanity, abusive language, taunting, obscene gestures, and physical violence will not be tolerated. Any player, coach, or spectator using any type of foul language or taunting of any kind to an umpire, supervisor, scorekeeper, or any other player, coach, or spectator, will be ejected from the game and, if necessary, from the league. (See Player Code of Conduct.)
2. **Alcohol is not permitted in a City park, which includes the parking lots.**
3. There is no smoking allowed in the dugout or on the playing field at any time. Penalty shall be forfeit of the game in progress.
4. Glass containers are prohibited in City parks.
5. Players and spectators are requested to refrain from bringing their dogs to the ball fields. No dogs shall be left unattended or without a leash. Dogs must not be left tied and unattended.
6. The supervision of children at the park will be the responsibility of the parents. If children are interfering with the game, the parents will be asked to remove the children from the area.
7. Any team or individual of a team misusing the park facilities will result in that team being dropped from the league with no refund of fees.

FIELD, PLAYERS AND EQUIPMENT

1. The game will be played between two teams of up to 8 players (the 8th player being a catcher). Teams will consist of 4 males and 4 female. Teams need a minimum of 6 players to start and

finish the game, 3 females and 3 males. When playing with 7 players, the gender difference can be 3 males and 4 females or 4 males and 3 females. If there are 4 males and 3 females, that team will take an out when the other female position comes up to bat. When there are 4 females and 3 males, there will be no penalty. There may be 5 females and 3 males also without any penalty. Teams may bat up to 16 players as long as there equal numbers of males and females or more females than males.

2. The defensive team may set in any order the team wishes. You **do not** have to have an equal number of men and women in the infield nor the outfield. However, players may not switch positions per batter and there will be no male dominance (players must field THEIR position). Penalty will be dead ball and runners advance to the next base.
3. The offensive team will supply the pitcher.
4. Each team is not required to have a catcher.
5. The game will be played on a softball field. The pitchers mound shall be 50 feet from home plate and the bases shall be 65 feet apart.
6. All infielders must remain behind the infield "bunt" line until the ball is kicked by the batter. This line extends from first base to the pitching plate at 65 feet to third base. If the ball is caught by an infielder who was illegally across the line, the ball is dead. The batter is awarded first base and all other runners are awarded one base whether they are forced or not. If the ball is not caught, a delayed dead ball shall be called. If the batter reaches first base and all runners advance one base, the ball shall continue in play with runners being liable to be put out.
7. All outfielders must remain on the grass in the outfield until the ball is kicked at by the batter. If the ball is caught by an outfielder who was illegally across the line, the ball is dead. The batter is awarded first base and all runners advance one base whether forced or not. If the ball is not caught, a delayed dead ball shall be called. If the batter reaches first base and all runners advance one base, the ball shall continue in play with runners being liable to be put out.
8. A round playground ball will be provided by the City of Longmont for games.
9. Abusive or insulting language and acts of unfair play will result in ejection and/or forfeit.
10. A half inning will consist of 3 outs. A game will consist of 9 innings or 55 minute time limit.
11. **If a team is up by 10 or more runs after the 7th inning or 15 or more runs after the 6th inning, the game will be called.**
12. If at the end of regulation time the game is a tie, the offensive team will start each turn at bat with the player who made the last out the inning before placed at 2nd base.
13. There is NO infield fly in kickball.

STARTING THE GAME

1. Line-ups must be turned in to the designated scorekeeper 10 minutes before game time and must remain consistent (you cannot change the order once the team has kicked).
2. A coin flip will determine who will be home team.
3. Game time is forfeit time.

SPECIFIC GAME RULES –

Sliding is allowed

There is no infield fly rule

Everyone that is in the line-up at game time can bat.

Pitching the ball

1. The offensive team – team "at kick" or at bat – will supply the pitcher.
2. The pitcher will roll the ball to the batter from the pitcher's plate.
3. An at-bat will consist of a maximum of two pitches. If the batter does not put the ball into play on the second pitch, they are out. Foul balls, missed pitches and pitches not kicked at all count as one

of the two pitches.

4. **The batter cannot run past home plate to kick the ball.**
5. The pitcher shall not intentionally interfere with a kicked ball. **RESULT:** the ball is dead, the batter is out and all runners are returned to the bases occupied before the pitch.
NOTE: If the pitcher contacts the ball (kicked or thrown) in any other way (unintentionally) the ball is dead and all runners are returned to the bases occupied before the pitch. The pitch is retaken (a do-over).

A batter (or runner) is OUT if:

1. He/she fails to kick the ball fairly in 2 pitches.
2. The pitcher intentionally contacts a kicked or thrown ball.
3. A kicked ball is caught in fair or foul territory on the fly.
4. A ground ball is fielded to a base for a force out.
5. Defense tags the runner, not in contact with a base, with the ball.
6. Defense throws the ball and contacts the runner **BELOW THE SHOULDERS** who is not in contact with the base.
NOTE – If the thrown ball contacts the ground and then the runner, no out will be made and play will continue.
EXCEPTION – a player who is not in a regular standing/running position and is hit above the shoulders with the ball will be ruled out. Example: bending/ducking down or falling down or sliding to avoid getting hit.
7. A kicked ball contacts a base-runner or their clothing.
RESULT – The ball is dead, the hit runner is out, the batter is awarded first base and all other runners are returned to the bases last occupied before the pitch, unless forced by the runner advancing to first.
8. A runner leads off or attempts to steal. Runners must remain in contact with the base until the ball is contacted by the batter.
9. The kicker “bunts” the ball – a bunt is determined by a line that runs from first base to the pitchers rubber at 65 feet to third base. All kicks must cross this line to be considered legal unless they are fielded in front of the line while still rolling.
RESULT – The ball is dead, the batter is out and all runners are returned to the base last occupied before the pitch.
10. The batter kicks the ball in front of home plate.

Stopping Play – play is stopped when the ball is controlled in the infield by a defensive player, all base running has stopped and the official declares “TIME”.

Crashing into a Defender – if a runner remains on his/her feet and deliberately crashes into a defensive player holding the ball, they will be OUT. If the act is determined to be flagrant, the offender will also be ejected from the game.

Ejections – Any City of Longmont employee has the authority to eject, from the game, field or complex, a player, coach or spectator at any time if in his/her judgment he/she deems such action is necessary in order to maintain a sportsmanlike atmosphere. A player or coach who is ejected will be suspended for a minimum of the next scheduled game.

Blood Rule – Any player who has any visible blood flow must be removed from the game. Before re-entering the game:

- the blood flow must be stopped

- the wound must be covered
- any portion of the uniform that has blood on it must be changed. Replacement jerseys do not have to have a number and do not have to be of similar color.

Tie breaker procedure – If at the end of league play, teams are tied for first or second place, the following tie breakers will be used:

- Head to head competition.
- Runs scored **against head to head** (tied teams only)
- Total runs scored against (tied teams only)

PROTESTS:

- A. A protest should be made only when it is felt that there has been an infringement of the rules. Difference of opinion about the official's judgment on a particular play or plays does not constitute grounds for a protest. Fill out an incident report if you have a positive or negative experience you would like to share with the Athletic Department.
- B. Teams wishing to register a protest must make the umpires and scorekeeper aware of the intent to protest **PRIOR TO THE NEXT PITCH OF THE BALL GAME OR BEFORE TEAMS HAVE LEFT THE FIELD IF THE PROTESTABLE ACTION OCCURS ON THE LAST OUT OF THE GAME.**
- C. A formal written protest must be submitted to Recreation Services before 5:00 pm of the next working day after the game (e-mail is acceptable). The Rules Committee, which consists of the on-site Field Supervisor, the Athletic Supervisor, and the Recreation Specialist, will determine protest viability and any action regarding the protest against the offending team, player(s), and/or fans. A written response to the protest will be sent to the team manager. Note: If the protest is upheld and corrected by the Field Supervisor, no written protest is necessary.
- D. Player Eligibility Protest – Opposing team managers and City of Longmont staff may question a player's eligibility and should request a ruling from the field supervisor. If the player in question is found to be ineligible (not on a team roster or add/drop form) **BEFORE or DURING A GAME** the offending player and manager will be ejected from that game and suspended from the team's next game and a forfeit loss will also be given to the offending team.

CITY OF LONGMONT RECREATION SERVICES PLAYER CODE OF CONDUCT

DEFINITIONS:

Coach – The player designated as team spokesman and the ONLY person who may discuss a decision with officials. The coach can be either a player or non-player.

Player – A person, who actively participates in the game, sits on the bench or who is on the roster.

Contest Area – That area which is designated by the Sports Program Supervisor.

Spectator – A person who comes out to watch the games for entertainment with no physical involvement.

City of Longmont Activity – Any event designated or hosted by the City of Longmont Recreation Division.

Program Administrator – The full time employee or designated individual of the City of Longmont Recreation Services directly responsible for the activity.

Abuse – includes but is not limited to, obscene gestures, heckling, verbally attacking or threatening and/or laying a hand upon, shoving, striking, hitting or punching.

CODE:

1. No player shall: at any time abuse a Recreation employee, player or spectator. In addition, no player shall be guilty of using unnecessarily rough tactics in the play of the game against the body and person of an opposing player.
2. No player shall: refuse to abide by an official's decision, nor argue the officials judgment.
3. No player shall: appear at the contest area under the influence of alcohol or drugs, nor consume alcohol or drugs during play. A player may not smoke while on the field of play.

PENALTY

Minimum penalty: removal (ejection) from further play in the game being played and suspension from the next scheduled game.

Maximum penalty: penalty shall be determined by the Program Administrator and/or the Recreation Superintendent. Offenders may be suspended from further league play. Any player striking another player will be subject to a season or year suspension or possibly for life depending on the severity.

TWO MINUTE CLAUSE shall be in effect. Two minutes will be allowed for an ejected or suspended player(s) to remove him/herself from the designated contest area. If this time limit is not met, the contest shall be forfeited to the opponents.

ELASTICITY CLAUSE – In order to provide for the recreational enjoyment of players, coaches, and spectators any enforcement procedures which are not stated herein may be provided by the Recreation Division as is deemed necessary.

MISCONDUCT: We believe sponsors are important to the program. When deemed necessary, a letter will be sent to the teams sponsor(s) informing them of player, coach, manager, or fan misconduct or poor sportsmanship.

**CITY OF LONGMONT RECREATION SERVICES
TEAM ENTRY FORM – 2015 KICKBALL**

TEAM NAME: _____

Manager: _____

Phone (Primary) _____ Secondary _____

Address _____

Street _____ City _____ Zip _____
E-mail _____

Assistant

Manager _____

Phone (Primary) _____ Secondary _____

Address: _____

Street _____ City _____ Zip _____
E-Mail _____

LEAGUE TUESDAY EVENINGS

***Games will be played at Garden Acres Park ***

This form must be completed and submitted along with the entry fee to be considered officially registered.

I understand that the entry fee **will not** be refunded if I fail to enter a team in the above mentioned league. By signing below, I also acknowledge that as the manager/coach, my team and I are aware of and will abide by all league rules and Code of Conduct as mentioned in the rules packet.

Signature

Date

LEAGUE FEE: **\$270** \$ _____

OR PARTIAL FEE: **\$140** \$ _____

ADDITIONAL FEE(beyond \$140): \$ _____

Player Fees(17+) _____ x \$13= \$ _____

TOTAL PAID \$ _____

DATE RECEIVED _____

RECEIVED BY _____